

# Trailblazer

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Together Everyone Achieves More

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## SPECIAL EDITION



### Expedited Medical Direct Hiring Authority

#### Good news!

On 6 May 2002, the Honorable  
Reginald Brown (ASA M&RA) signed a  
memorandum to Major Army Commands  
delegating Authority under Section 8151,  
DoD Appropriations Act for  
Fiscal Year 2002  
(Public Law 107-117).



What does this mean for organizations? This delegation now provides for Expedited Medical Direct Hiring authority for certain medical occupations. This new authority makes the appointment process quicker and easier. It allows new civil servants to be appointed to medical healthcare vacancies without competition.

This hiring authority means a position can be filled with no vacancy announcements, no rating and ranking of applicants, no referral lists, and no veteran's preference rules. However, annotating the Veteran's application/resume accordingly will follow the Principles of Veteran's Preference. Implementation of this authority does not preclude management from advertising vacancies and making selections from those candidates who apply under job announcements.

Eligible occupations/series for this authority include:

-  Physician, GS-602
-  Dentist, GS-680
-  Podiatrist, GS-668
-  Optometrist, GS-662
-  Nurse, GS-610



Physician Assistant, GS-603



Pharmacist, GS-660



Audiologist, GS-665



Expanded Function Dental Auxiliaries to include

- Dental Assistant, GS-681
- Dental Hygienist, GS-682
- Dental Laboratory Tech, GS-683

With no vacancy announcements,  
medical facilities should take an  
aggressive recruitment approach to  
attract applicants to fill their positions.  
This could include:



Advertising in local newspapers and on local radio stations;



Funding and supporting local job fairs with servicing CPAC and CPOC;



Assisting qualified applicants that walk into medical facilities interested and ready for work; and



Making good use of financial incentives to attract candidates, such as - recruitment bonuses, advanced in-hire salary rates, special salary rates, relocation allowances, PCS reimbursement, repayment of student loans.

### Do You Know How Direct Hire Authority Works?



Direct Hire Authority works when management includes the name of the "selectee" at the same time a Request for Personnel Action (RPA) is submitted. Be sure to include all necessary applicant documentation for

appointment, such as the resume/application, proof of licenses and other credentials, DD 214s if applicable, and paperwork required for local privileging, if necessary.



When a complete RPA and application package is submitted, the servicing CPOC only has to validate qualifications and clear the Defense Priority Placement Program.

If managers already have a recruit RPA in the system when they receive the resume/application of the individual they wish to hire, they should contact the CPOC and advise them of the RPA number. When the application packet is received by the CPOC, it will be matched with the appropriate RPA.



Although the delegation for the use of Title 38 will expire in 3 years, the appropriation for Section 8151 will expire on 30 Sep 02. If good use is made of this authority for the remainder of the fiscal year, we can reasonably expect that Congress will extend the authority into the future.

## Questions & Answers



**Q: What are some of the benefits of using the new Direct Hire Authority?**

**A:** The process is easier for applicants and managers. Applicants can go directly to the medical facility or CPAC and submit a resume or application in their specialty area. Managers can accept and review applications and work with the CPAC and CPOC to make quick job offers. Use of the Direct Hire Authority will result in filling jobs quicker.

**Q: What role does the manager/selecting official play in the direct hire process?**



**A:** The manager/selecting official implements the Direct Hire Authority. This may include hosting job

fairs for critical shortage occupations; interviewing on-site and making tentative job offers; assisting applicants with the application process, if required; requesting, receiving, and reviewing resumes/applications; negotiating tentative job and compensation offers.



**Q: What role does the CPAC play in the direct hire process?**

**A:** The CPAC serves as an advisor to the manager and applies the Direct Hire Authority and process. They can accept applications and ensure completeness and accuracy; participate in job fairs; make formal job offers and schedule entrance on duty dates; and assess the direct hire process and recommend improvements.

**Q: Are all medical positions covered under this Direct Hire Authority?**

**A:** No. During this initial phase of the Direct Hire Authority, Physician, Dentist, Podiatrist, Optometrist, Nurse, Physician Assistant, Pharmacist, Audiologist, and Expanded Function Dental Auxiliary positions are eligible.



**Q: Can temporary or term appointments be made using the Direct Hire Authority?**

**A:** No, there are no provisions under Title 38 for these types of appointments. Temporary or term positions must be announced competitively through either the Office of Personnel Management (OPM) or Delegated Examining Unit (DEU).

**Q: Is this authority provided for medical treatment facilities and hospitals only?**

**A:** No. In addition to hospitals and medical treatment facilities, Military Enlistment Processing Centers (MEPS) can use this Direct Hire Authority. The POC within the activity will need to annotate the submitted RPA that the position meets the criteria of direct or indirect patient care.



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